



Community Center - Frequently Asked Questions

This document has been prepared to assist you with making an informed decision on the building options the Committee has developed for the Dover Special Town Meeting on June 12, 2021 and for the Special Town Election on June 21, 2021. We hope you find it helpful.

Ford Spalding, Chair, Community Center Building Committee
Bob Springett, Dover Board of Selectmen
June 1, 2021

Why did costs increase from the \$13mm talked about as recently as last month to \$18mm?

The Schematic Design cost estimate reconciliation process occurred in April. Two cost estimators produced their own cost estimate based on the design team's drawings and specifications. These cost estimates were reconciled, and the project team produced a single, reconciled cost estimate to assess projected costs versus the budget. Unfortunately, the projected costs significantly exceeded the \$13mm budget originally projected.

The overage is directly related to supply chain disruptions to the building materials market, an imbalance between supply and demand, caused by the world's response to the Covid pandemic. At present, although many in the industry believe these disruptions are temporary, there is no way to know for sure.

Given the reconciled cost estimates and market uncertainty, the Building Committee, by majority vote, approved increasing the total project budget to \$18mm rather than reduce space, that would have negatively impacted requested programs and activities. The \$18mm budget is the amount we will ask you to support if you choose either of the Renovated or New Community Center options.

We are 9 to 12 months away from going out for General Contractor bids. At that

time, if General Contractor bids are received that exceed \$18mm, another Town Meeting will have to be held in order to get Town approval for additional spending. If bids are lower, then our total spending will be reduced to the amount of the bids and taxpayers will pay less.

How is the Town planning to pay for the selected option(s)?

The Board of Selectmen is recommending funding the \$18mm cost by issuing a 20-year bond and using approximately \$4mm of Town cash reserves (free cash) over the first 12-year period to both smooth and reduce the overall annual impact to Dover taxpayers.

Dover currently has nearly \$1mm in existing annual debt service for the Springdale Project, Chickering Elementary School Building, and Dover Sherborn Regional School Projects. The cost of this debt to Dover taxpayers whose home is valued at \$1.25mm was \$513 this fiscal year. As we continue to pay off this existing debt each year, it reduces the overall impact of new debt from the community center project.

As a result, the *average annual net cost* to Dover taxpayers, *using cash reserves*, for the Community Center base project is as follows:

Property Value	Community Center Base (Article 1 or 2)
\$500,000	\$21
\$750,000	\$32
\$1,000,000	\$42
\$1,250,000	\$53
\$1,500,000	\$63

Without using cash reserves, the average annual net cost to Dover taxpayers for the Community Center base project would be:

Property Value	Community Center Base (Article 1 or 2)
\$500,000	\$55
\$750,000	\$82
\$1,000,000	\$110
\$1,250,000	\$137
\$1,500,000	\$164

The recommended amount of cash reserves, totaling approximately \$4mm, allocated over 12 years and voted annually at Town meeting is as follows:

Fiscal Year	Cash Reserve Amount
2024	\$930,000
2025	\$850,000
2026	\$420,000
2027	\$370,000
2028	\$320,000
2029	\$270,000
2030	\$210,000
2031	\$160,000
2032	\$150,000
2033	\$130,000
2034	\$100,000
2035	\$90,000

How did the Building Committee decide on the Renovate + Additions/New Build options?

The Building Committee's work is predicated on research conducted by the Caryl Project Committee in 2019. Their findings were presented and voted on at a Special Town Meeting on October 7th, 2019. To summarize, the 2019 Committee concluded that a 13,000 sq.ft. facility would meet Dover's program needs based on like Town's (population, town character, tax base) programs and community centers. Those centers ***did not*** include space for a full-size gymnasium, a pre-school or a pool. Two options for Caryl were presented at that time: build a new facility 13,000 sq.ft. to 18,000 sq.ft. at an estimated cost of \$10mm to \$13mm; or renovate the existing Caryl building, also at a cost of \$10mm to \$13mm. The Building Committee adhered strictly to voters' direction on facility options to pursue and their budget guidance expressed at the October 7th 2019 Special Town Meeting. All information on this work can be found at Dover's Town website at: <https://www.doverma.org/452/Community-Center-Building-Committee>.

On that page listed under Project Resources you will find the following:

- 2019 Caryl Project Committee Forum Information June 2019
- 2019 Caryl Community Center Combined Town Visits Report February 2019
- 2019 Caryl OnSite Insight Report Property Condition Assessment August 21 2019
- Caryl Project Summary & 20 FAQs September 2019
- Caryl Project STM PowerPoint 9.20.19 September 2019

What principles did you use to guide the Committee through its process?

The Caryl Community Center Building Committee established the following **Criteria for Success**. to meet its charge from the Board of Selectmen to create a place where citizens of all ages can take part in social activities, fitness programs, recreation activities and much more. The Community Center must:

- Meet present and future community needs (next 20 years)
- Maximize flexible-use space for multi-generational programming.
- Create exterior space for both programmed and informal activities.
- Create a welcoming atmosphere.
- Encourage residents to meet, network and be active.
- Be a focal point of town life, encourages community engagement.
- Serves the entire, multi-generational community.

Our current Community Center is housed in a 40,000 sq.ft. building. How can an 18,400 sq.ft. (Renovation + Additions) or a 16,000 sq.ft. (New) building meet Dover's space requirements for community center programs?

The 2019 Caryl Project concluded that a 13,000 sq.ft. building would meet Dover's community center program requirements. The current Building Committee conducted additional research and resident surveys and concluded that there was community interest for additional recreation/flexible space. That interest was incorporated in the 18,400 sq.ft. and 16,000 sq.ft. options. The Renovate 1910 + Additions Building option provides more space because the budgeted dollars add space to a partially constructed building rather than on constructing an entirely new building.

Our research of other towns' community centers demonstrated the benefits of a community's **Daily Lifecycle**. In each community, different age groups used the facility at different points in the day making it possible to meet the community's

space needs in a “smaller” building. For example, working adults/those with children in school tended to use the center earlier in the day - 7am to 9:30am. Other residents/retired residents used the facility predominantly between 10am to 2pm. School age children used the building in the afternoon - 2:30pm to 6pm. In the evening, usage was predominately by adults engaged in a variety of activities.

With proper management our flexibly designed activity and recreation spaces should work nicely. In addition, a community room will be available for social events, lunches & dinners, meetings, rehearsals and more.

To contrast, our current 40,000 sq.ft. building has been divided between Town Activity use of approximately 11,325 sq.ft. and licensee and rental space of approximately 14,172 sq.ft. Licensee and rental space are reserved and NOT available for general use. The Renovated + Additions & New Building will have approximately 8,050 sq.ft. of shared, flexible, activity space. None of these calculations take into account office space for Park & Rec and COA. Nor do they take into account storage, utilities, bathrooms & hallways. The numbers only address Activity rooms for citizen use

Have you considered and are you applying Sustainable Energy & Materials in your design plans?

The short answer is Yes. Sustainability was one of the five principal goals for this project in our Criteria for Success: **Energy Efficient, Durable Materials** (embodied energy), **Dark Sky Lighting, and Design for Resiliency**. We are honoring LEED certification in our planning but not seeking it based on cost.

We have looked at HVAC systems like Ground Source Heat Pumps, Air-Source Heat Pumps with variable refrigerant flow (VRF) as well as more traditional Package Roof Top Units (RTUs). We evaluated the energy savings and installed cost of all three systems at our March 9th Building Committee Meeting, where the VRF system was chosen as being the lowest first cost and nearly as efficient as the ground sourced heat-pumps while being much easier to maintain. Our engineers have evaluated the utility bills for 2018-2020 and calculated that the existing Caryl (pre-COVID) used 80kBTU/sf. This is a measurement of energy used per square foot called EUI (Energy Utilization Intensity); this allows comparison of buildings of different sizes for energy efficiency. The proposed VRF system is anticipated to use 30kBTU/sf or 60% less energy than used by the existing building, which far exceeds the Green Community goal of a 20% reduction Town-wide.

Furthermore, the design of the heating and air conditions system (HVAC) is all electric, which means that as the Massachusetts electricity grid becomes more Green (increased renewable energy by State mandate) then the Community Center will intrinsically become more sustainable. We have and are still considering photo voltaic (PV) panels to generate electricity on-site. As a public building the best way to install PV is via a 3rd party who can take advantage of the tax credits (and who pays the initial cost of installation). As a stand-alone project, the Community Center roof is rather small, so we are working with the Town to see if the Community Center can be added to the scope of the 3rd party power project for the Highway Dept. Garage. We are particularly thankful to Beth Greenblatt of Beacon Integrated Solutions for her invaluable help with this question of 3rd party power agreements.

As part of our commitment to resiliency the design for the new Community Center is based on a 200kW generator which will not only meet the Code-required life safety needs of the building but will also be able to power the whole building as a cooling center or a warming center in the case of extreme weather events like a heat wave or winter ice storm.

Architects have pledged to specify building materials with sustainability in mind. They are considering the durability and the embodied energy as well as the aesthetics of the building materials. This building will be designed to last and all basic elements and major systems are anticipated to perform for at least the 20-year life of the bond (with maintenance) and presumably much longer. The architects will be specifying interior finishes with consideration of impacts on human health, particularly materials with low levels of volatile organic compounds (VOCs). In consideration of the lessons of COVID-19, the Engineers has also designed the building ventilation system to have greater ventilation rates than required by Code. This in addition to operable windows through-out the building

A final sustainability consideration is the exterior of the building and the site development. Dover has preserved its rural character throughout the years and it is the intent of this Project to complement this existing environment. The Landscape design is based on meeting the needs for parking and vehicle access while preserving the natural aspects of the site and supporting outdoor activities for all ages. Some site lighting will be required for basic safety, but the Design Team will follow the LEED Green Building standards in this regard and specify Dark-Sky compliant light fixtures with minimal light trespass off site. The building is proposed to be used as a Heating & Cooling shelter.

Storage in a reduced size building and parking is a concern? We are also looking at vehicular access and egress to and from the property.

Storage in the current 40,000 sq.ft. building is in multiple locations where space is available but not necessarily adjacent to where it is needed. Also, it is not stored efficiently. For example, in the mezzanine area near the former library it is spread out on the floor and not in racking systems that are used in efficient facilities.

In our Renovated + Additions or New building, our architect (Fennick McCredie) will have storage items that are used on a daily basis in or adjacent to the appropriate rooms. Long range seasonal storage is proposed to be offsite. We are working with the Selectmen to potentially use the Whiting Road building that was a former church and fire station. We anticipate the need for 1,000 sq.ft. to 2,000 sq.ft. of storage in that location. In all cases storage racking systems will be employed to reduce the need for floor space.

Parking on the site will be increased from its current potential capacity to an organized traditional parking lot. In addition, we are planning for expanded parking on grass areas if an event requires that.

We will be doing a traffic study in the next phase to make a final determination if using Whiting Road as the sole access point for vehicles. Or, continuing to use access from Whiting Road and Springdale. In all cases there will be a proper pick up and drop off location to the front door. There is an additional door into the buildings on Springdale. However, the front door is on the opposite side of the building.

How will the building and site be managed?

The Caryl Management Advisory Committee (CMAC) appointed by the Board of Selectmen provides advice and counsel to the Selectmen on maintenance and operations of the Caryl Community Center. They have been tasked with researching and recommending to the Selectmen management options for a Renovated or New building.

They researched town community centers in Stow, Weston, Wellesley & Lexington and have prepared extensive material covering: programs and facilities, usage, scheduling, day to day management and budgets.

CMAC is suggesting a building/program coordinator to manage the day-to-day operations, program scheduling, budget management and staff (contracted and noncontracted) management. Building and ground maintenance will continue to be the responsibility of the Town's Building Superintendent. They noted that other Town's Centers had a maintenance person(s) at the building whenever it is open to the public. That person(s) will be responsible for setting up and tearing down each activity room in accordance with its purpose.

When citizens come in to use the building, they must check in at the Welcome Desk so they can be assisted, if necessary, and so security of the building will be adhered to. The welcome desk will always be occupied during hours of operations. Fees for programs have yet to be determined but we anticipate revenue to pay instructors and support some degree of overhead.

So, what is this going to cost to operate?

We are at least two full years away from the building being operational, so there is plenty of time to develop an operational model. But please know that CMAC is thinking ahead and has developed a preliminary budget based on other centers' operations.

They anticipate a Community Center Coordinator potentially reporting to the Park & Recreation Director, and two fulltime custodians reporting to the Coordinator but under the towns Building superintendent's budget. Activities would be instructed by contracted instructors supported by program fees.

Utilities, technology support, and other expenses may bring the total annual operating costs to approximately \$260,000. Currently the annual cost is an allocation of services based on time spent at Caryl and approximates \$140,000. The difference in estimated costs reflects differences in how the future building may be managed. These issues will be addressed as we proceed over the next 24 months.

What happens to Park & Recreation and the Council on Aging during construction?

Our experience during the COVID pandemic - March 2020 to the Present gave us a window into that eventuality. The Town offices will need to be relocated, potentially to the Town House. In terms of activities, both departments may be able to partner with our neighboring towns, the schools and library. Since

construction will probably not commence until the summer/fall of 2022, there is time to plan for alternative sites/space to continue program activities and minimize disruption.

Assuming one of the proposed options is approved and funded what is the timing from now to occupancy?

July 1, 2021 - Town approval 2/3rds vote and 51% approval to finance through borrowing / bond.

July 2021 – May 2022: Remainder of design and bidding is completed.

June 2022 – August 2023: Construction completed, and new Community Center opened!

Article 4 is sponsored by the Dover Park & Recreation Commission, why a Separate Article?

A pathway was established for parties requesting additional space that would increase the project's scope and budget could follow to ensure their requests would be heard and voted on at the planned Special Town Meeting. This pathway is being followed by the Park & Recreation Commission and can be found at:

<https://www.doverma.gov/DocumentCenter/View/1270/Pathway-to-a-Separate-Warrant-Article-to-expand-the-Scope-of-the-Project-01232021?bidId=>

What is Park & Rec requesting?

The Park & Recreation Commission is requesting an additional 1,000 sq.ft. of space for recreation, increasing the 2,500 sq.ft. space included in both building options to 3,500 sq.ft. This increases the Community Center Building Committee's scope and budget by **\$850,000**. The Commission is working closely with the Building Committee as they work through their process.

When we visited with 15 towns back in 2019 the only Towns with a large gym like space were Wellesley and Natick both much larger towns than Dover. Towns of similar size and demographics to Dover (Stow and Weston) did not have such dedicated recreation space at their facilities. The benchmark 13,000 sq.ft. Community Center presented at the October 7th, 2019 did not include such space.

During the Community Center Building Committee's 2020/2021 work with Dover citizens in several forums, it became clear that there is a strong desire for indoor

recreation space. The existing Caryl building retained, from its elementary school days, a “gym” space of 2,112 sq.ft. of space that has been used for a variety of activities.

In earlier renderings of design options, the Building Committee, responding to resident feedback, included 3,000 sq.ft. of recreation space. That space allocation was subsequently reduced on January 21 to the current 2,500 sq.ft. to remain within the \$13m project budget guidance. This was based on a preliminary cost estimation from an independent firms forecast.

The additional space will allow the Park & Recreation Commission to keep pace with Dover's growing population as well as their demands for a safe, enjoyable space to recreate. Specifically, a larger space will allow us to:

- Accommodate after school classes with 20+ spots, youth sports practices, and Drop-in program and/or open gym
- Ability to run multiple programs at one time
- Increased birthday party offerings
- Two Pickleball Courts
- COA Speaker series and luncheons for 100+ people
- Increased Rental options for a variety of groups

The additional **average annual cost** of Article 4, applying free cash, is listed below:

Property Value	Article 4
\$500,000	\$10
\$750,000	\$16
\$1,000,000	\$21
\$1,250,000	\$26
\$1,500,000	\$31

Article 5 is a Dover Citizens Warrant Article asking the voters to provide space for a pre-school.

Their Warrant Article requests 3,800 sq.ft. of additional space within the Renovation + Addition and New Building options which ever one is approved. In

addition, they are requesting access to 5,000 sq.ft. of outdoor space for their program. As of this writing the Article's proponents have not been in contact with the Building Committee. But based on our current pricing for the building as a general use Community Center we are estimating a cost addition of **\$7.5mm** for the 3,800 sq.ft. requested.

The cost estimate includes performing work similar to the work already completed by our Owners Project Manager & Architect to accommodate the preschool space: Construction costs, Site work, up to 6 months of additional design work which will extend the date before construction bidding can take place, Designer and OPM fees, and anticipated escalation costs. The internal space requested of 3,800 sq.ft., when grossed up to include external walls, insulation, windows etc. results in 5,320 sq.ft. of total construction costs There will also be building code and other regulatory requirements that could impact costs.

Please note that the cost information provided is NOT based on an actual building schematic design process but on high level cost estimates which were provided on a best-efforts basis.

We think it is important that you know a private entity (The Center for the Development of Children [CDC]) has been providing exceptional pre-school services at Caryl for a number of years.

The additional **average annual cost** of Article 5, applying free cash, is listed below:

Property Value	Article 5
\$500,000	\$98
\$750,000	\$146
\$1,000,000	\$195
\$1,250,000	\$244
\$1,500,000	\$293

What if residents say no to this project for both Renovation + Additions & New”?

At the October 7th, 2019 Special Town Meeting the Board of Selectmen made it clear to attendees that there is **NO**, no cost option for Caryl.

Should neither option receive the required funding, the Town is obligated to maintain its public buildings. To do so, would require that the Town spend approximately **\$6mm to \$8mm** on sitework, ADA compliance, boiler replacement, HVAC & electrical systems, and building architectural systems like waterproofing some of the foundations. See the On-Site Insight real estate Advisors Company report dated August 21, 2019 for more detail: <https://ma-dover.civicplus.com/DocumentCenter/View/999/2019-Caryl-OnSite-Insight-Report-Property-Condition-Assessment-August-21-2019>

Other potential issues that could add cost include replacement of the septic system and potentially a fire prevention system and water storage tank. All these items are included in the current project.

If the voters decided to demolish the building, that cost is estimated at **\$800,000 to \$1,000,000** including site work. The Town would have to find alternate space for Park & Recreation and Council on Aging Offices and indoor programs in Dover.

Please explain how the June 12, 2021 @ 10am Special Town Meeting voting procedure will occur.

First, we must have a large turnout to ensure that this expenditure is determined by a sizeable cohort of citizens. After 20 years, now is the time to resolve the issue before we are required to do such things as boiler replacements on an emergency basis.

Second, at the October 7, 2019 Special Town Meeting voters opted for a choice between a Renovation option and a New building option to replace Caryl. The Building Committee has provided you with the information you need to make that choice. We hope this document also helps.

The Vote: There are five (5) Warrant Articles presented at the Special Town Meeting.

Article 1 will ask for a vote to Renovate the 1910 Building + Additions.

Article 2 will ask for a vote to Build New Facility

Article 3 will ask for a vote to approve funding for **\$18mm** for the selected option. This will require a 2/3rds vote to approve.

Articles 4 and 5 will only be addressed if there has been a successful 2/3rd vote on Article 3.

Article 4 will ask for a vote to approve Park& Recreations request for 1,000 sq.ft. of additional indoor recreation space for **\$850,000**, 2/3rd vote required for approval.

Article 5 will ask for a vote to approve **\$7.5 mm** additional funding for pre-school space, 2/3rd vote required for approval.

The voting process outlined:

If residents vote for Article One (Renovation of the 1910 Building + Additions) with a majority vote (50%+) of those voting on June 12 then the decision is made. Article Two (New Building) will then be dismissed with no action taken. The meeting will move to Article Three which is the funding vote and will require a YES vote of 2/3rds of the voters.

If Article One does not receive a majority vote, then there will be a vote on Article 2. If Article 2 receives a majority vote (50%+) of those voting on June 12 then the decision is made. The meeting will move to Article Three which is the funding vote and will require a YES vote of 2/3rds of the voters.

If neither Article 1 or 2 receive a majority vote (50%+), the meeting is adjourned

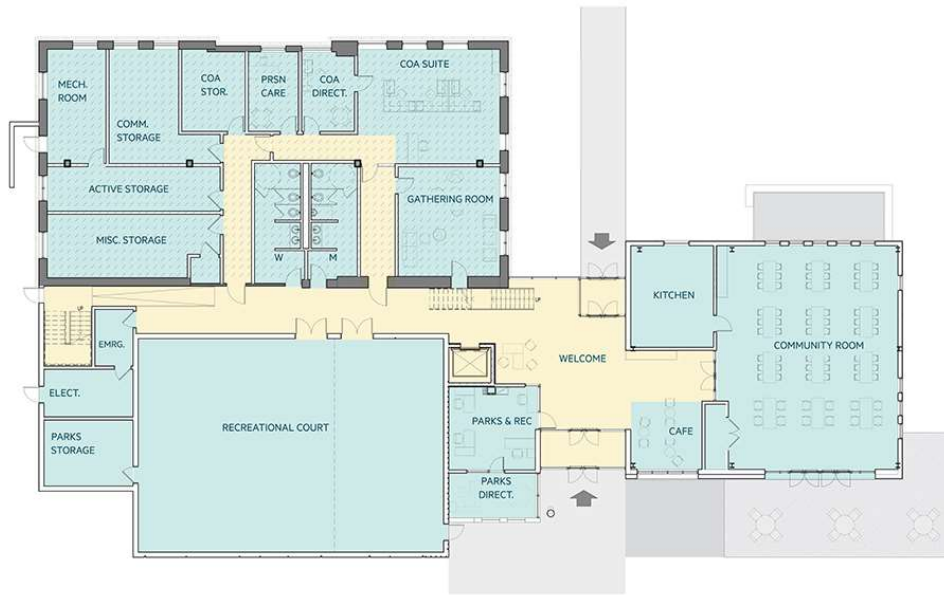
If Article 3 is approved, then Articles 4 and 5 will be voted on.

Town Election to approve the Bonding of the project.

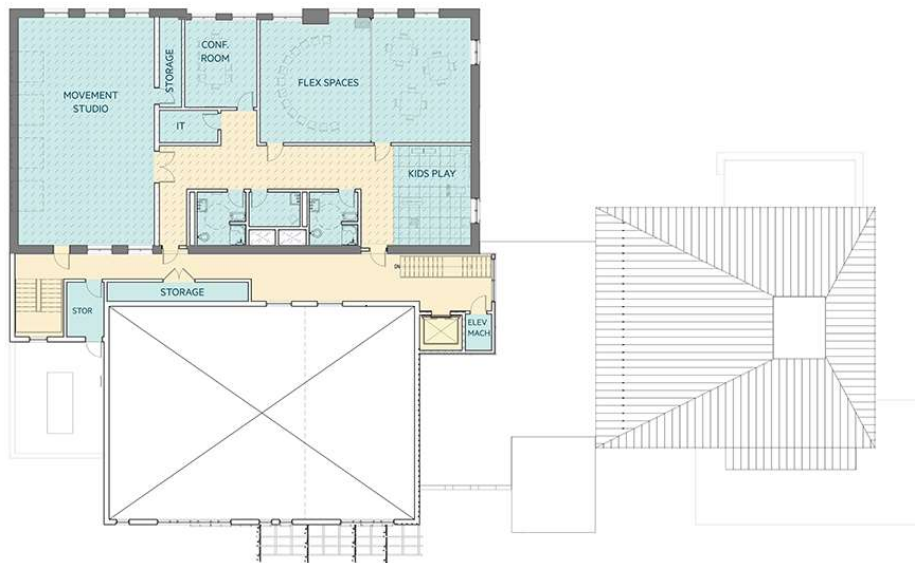
This will be held on June 21, 2021 to authorization and appropriate with a Debt Exclusion to fund the project. This requires a majority vote for approval.

Renovation + New Addition





First Floor Plan



Second Floor Plan



New Building





First Floor Plan



Second Floor Plan